



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Bill Pease • Vice-President – Robert Leete • Director – Kevin Graves • Director – Mark Simon • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday January 20, 2016  
REGULAR MEETING 7:00 P.M.  
Community Center  
1601 Discovery Bay Boulevard, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**REGULAR MEETING 7:00 P.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

Call business meeting to order – 7:00 p.m. by Vice-President Leete

Pledge of Allegiance – Led by Vice-President Leete

Roll Call – All Present with the exception of President Pease and Director Graves

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

None

**C. PRESENTATIONS**

None

**D. PRESIDENT REPORT AND DIRECTORS' COMMENTS**

None

**E. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of special meeting for January 6, 2016

2. Approval of DRAFT minutes of regular meeting for January 6, 2016

3. Approve Register of District Invoices

4. Town of Discovery Bay Board Policies

**Motion by:** Director Simon to approve the Consent Calendar

**Second by:** Director Steele

**Vote:** Motion Carried – AYES: 3 – Vice-President Leete, Director Simon, Director Steele, NOES: 0, ABSENT: 2 – President Pease and Director Graves

**F. BUSINESS AND ACTION ITEMS**

1. Award of Contract to replace two Heating, Ventilation and Air conditioning units at the Discovery Bay Community Center

**General Manager Howard** – Provided the details of item F-1. There was discussion between the General Manager and the Board.

**Motion by:** Director Simon to award contract to Home Front Heating and Air in the amount of \$16,989 to replace two-HVAC Units at the Discovery Bay Community Center and authorize the General Manager to execute all contract documents.

**Second by:** Director Steele

**Vote:** Motion Carried – AYES: 3, NOES: 0, ABSENT: 2 – President Pease and Director Graves

**G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)**

None

**H. VEOLIA REPORT**

1. Veolia Report – Month of December 2015 – To be presented at the meeting

**Project Manager Berney Sadler** – Provided the details of the December 2015 Monthly Operations Report. There was discussion between the Project Manager, the General Manager, and the Board.

**I. MANAGER'S REPORTS – Discussion and Possible Action**

None

**J. GENERAL MANAGER'S REPORT – Discussion and Possible Action**

**General Manager Howard** – The General Manager provided information about the upcoming Chamber Mixer on Tuesday, January 26, 2016 at the Community Center

**K. DISTRICT LEGAL COUNSEL REPORT**

None

**L. COMMITTEE UPDATES – Discussion and Possible Action**

None

**M. CORRESPONDENCE – Discussion and Possible Action**

1. R - DB P-6 Zone Minutes 10-14-15

**N. PUBLIC RECORD REQUESTS RECEIVED**

**O. FUTURE AGENDA ITEMS**

The Town of Discovery Bay Website and the possibility of implementing an intranet

**P. ADJOURNMENT**

The meeting adjourned at 7:11 p.m. to the next Regular meeting dated February 3, 2016 starting at 7:00 p.m. at the Community Center.